

July 1, 1999

CLASS SPECIFICATION

SAN DIEGO CITY CIVIL SERVICE COMMISSION

METAL FABRICATION SUPERVISOR

DEFINITION:

Under direction, to plan and supervise metal work functions in the repair and maintenance of automotive, construction, and industrial equipment; and to perform related work.

*** EXAMPLES OF DUTIES:**

- Plans, schedules, lays out, and assigns work to welders, machinists, body and fender mechanics, and equipment painters engaged in repairing and overhauling automotive and industrial equipment and performing other metal fabrication duties;
- Inspects work in progress and upon completion;
- Instructs subordinates in difficult repair work;
- Designs and draws sketches for metal fabrication jobs;
- Determines materials used;
- Prepares budget and cost estimates and work schedules;
- Prepares and approves orders for repair parts and materials;
- Enforces safety regulations;
- Maintains records and prepares reports;
- Trains and rates the work performance of subordinates.

MINIMUM QUALIFICATIONS:

Please note: the minimum qualifications stated below are a guide for determining the education, training, experience, special skills, and/or license which may be required for employment in the class. These are re-evaluated each time the position is opened for recruitment. Please refer to the most recent Job Announcement for updated minimum qualifications.

Successful completion of a State-accredited four-year Welder, Machinist, Body and Fender Mechanic, Equipment Painter or Equipment Mechanic Apprenticeship Program, **AND** two years of journey-level experience in one of the trades listed above; **OR** six years of journey-level experience in all phases of work in one of the above listed trades.

- * **EXAMPLES OF DUTIES** performed by employees in this class. The list may not include all required duties, nor are all listed tasks necessarily performed by everyone in this class.